DEPARTMENT OF DEVELOPMENTAL SERVICES
STATEWIDE CLINICAL SERVICES DIVISION
STATE OPERATED FACILITIES BRANCH
STABILIZATION TRAINING ASSESSMENT RE-INTEGRATION (STAR)

DUTY STATEMENT

EMPLOYEE:

JOB TITLE: PSYCHIATRIC TECHNICIAN ASSISTANT **POSITION #:** 472-XXX-7425-XXX

POSITION DESCRIPTION: Under supervision, The Psychiatric Technician Assistant (PTA) provides general behavioral training and basic psychiatric nursing care to STAR individuals, following established standards and procedures. The PTA is a mandated reporter of observed or suspected abuse or neglect.

SUPERVISION EXERCISED: None.

SUPERVISION RECEIVED: Unit Supervisor/Senior Psychiatric Technician.

EXAMPLES OF DUTIES: Maintains a safe and therapeutic environment which ensures respect, dignity and protects privacy, rights, confidentiality, and physical/emotional well-being of all individuals. This essential function will be ongoing when performing the following duties:

Essential Job Functions:

35% Provides direct care support to STAR individuals by assisting with all activities of daily living such as bathing, dressing, grooming, basic housekeeping, dining, lifting, positioning, and mobility, as well as additional needs identified by the Interdisciplinary Team including toileting, communication, and socialization; supporting individuals in completing activities of daily living independently or with assistance such as laundry, bed making, cooking, household cleaning, and ordering personal supplies and clothing; providing training to assist individuals in maximizing independence; delivering services that support maximum social, emotional, intellectual, developmental, and cognitive growth; promoting consumer rights and the ability to make choices; providing positive behavioral support interventions and behavior management support including reinforcement and utilization of intervention techniques, including highly restrictive interventions when required; assisting individuals with food shopping, preparation, serving, and clean-up; maintaining adaptive equipment through proper handling and cleaning; driving STAR individuals into the community for medical appointments, work and leisure activities, health facility, and placement visits; and assisting staff and individuals in occupational, recreational, vocational, and educational programs.

25% Observes STAR individuals' physical condition and behavior and reports significant changes to appropriate team members by providing behavior management support, reinforcement, and utilization of intervention techniques, including highly restrictive interventions; collecting data and recording information in the record and providing follow-up as needed; notifying the residence Home Administrator whenever a resident has sustained an injury; initiating incident reports when required in accordance with STAR policy; and initiating temporary intervention plans while monitoring temporary conditions.

25% Works at various sites as needed to meet staffing requirements, works extended hours and/or varying shifts, and attends and participates in required training, including participating in training and clinical supervision to obtain and maintain Registered Behavior Technician certification in accordance with Behavior Analyst Certification Board (BACB) requirements; may be reassigned to other residences, programs, or projects to meet legitimate operational needs; reports and/or corrects any hazards, unsafe environmental conditions, or defective equipment immediately; completes routine visual counts to assure accurate census and checks home security; performs other duties necessary to ensure efficient home operations such as light cleaning, shopping, and food preparation; attends shift and facility meetings; and is responsible for obtaining required continuing education units (CEUs) for license renewal and attending mandatory facility training such as CPR, behavioral strategies, and emergency response.

10% Provides one-to-one supervision and direct observation of individuals on special precautions, including elopement risks, suicide risks, serious medical conditions, and risk of serious self-injurious behavior, and responds to emergencies involving the use of medical and behavioral intervention techniques by providing interventions that ensure the safety of both individuals and staff; monitoring emergency equipment, medication, and treatment supplies; competently using self-defense and hands-on intervention skills to manage individuals' assaultive behaviors; and providing required documentation and follow-up as needed.

Marginal Job Functions:

5% Other duties as assigned within the scope of the classification.

Note: Percentages may vary based on operational needs.

WORKING CONDITIONS: On-going interaction with developmental disabilities and/or severe psychiatric and behavioral conditions at STAR residence and community activities. Potential exposure to communicable diseases, blood-borne pathogens, medicinal preparations, and other conditions common to a clinical nursing environment. Work may include planned and scheduled travel with possible overnight stays. May be required to work mandatory overtime as needed to meet staffing requirements.

DESIRABLE QUALIFICATIONS:

Knowledge of: Basic nursing care methods and techniques. Competence in the areas of cultural sensitivity for the population being served, positive behavioral support, trauma informed care, coaching skills training, person-centered practices and utilizing less restrictive techniques to address behavioral issues. At least six months' prior experience providing direct care to individuals with developmental disabilities who have challenging behavior service needs is highly desirable. Possesses and maintain sufficient strength, agility, endurance, and sensory ability to perform the duties contained in this duty statement.

Ability to: Work with individuals with developmental disabilities (e.g. autistic spectrum disorder, intellectual disability) and severe behavior (e.g. aggression, self-injurious behavior, property destruction, and elopement) and psychiatric conditions and symptoms (e.g. psychosis, mood

disorders, PTSD, and suicidal ideation). Be able to lift 50 pounds without assistance; complete all required training and performs non-restrictive and restrictive safety interventions.

CERTIFICATION OR LICENSE: Possession of a valid license to practice as a Certified Nursing Assistant, issued by the California Department of Public Health without restrictions is required, and as a licensed professional, you must maintain a valid certification and comply with all professional conduct requirements within your licensure; acquire and maintain a Registered Behavior Technician (RBT) certification within 365 days of initial employment; successfully complete competency-based training for Direct Support Professional I and II or pass the challenge test prior to or within one year of employment; and be responsible for obtaining the required continuing education units (CEUs) for license renewal and attending mandatory facility training, including Cardiopulmonary Resuscitation (CPR), Crisis Prevention Institute (CPI), and Ukeru training. Must have a valid California Driver's License.

Employee Name (Print)	Employee Signature	Date

Supervisor Name (Print)	Supervisor Signature	Date

Employee and Supervisor acknowledge that by signing this Duty Statement that they have discussed and agree to the expectations of the position.